



LAFCO MEETING AGENDA

December 5, 2005

4:00 P.M.

**Board Chambers, County Administration Building
1195 Third Street, Room 305
Napa, CA**

Lori Loporini, Chair
Bill Dodd, Vice-Chair
Dr. Andrew Alexander, Commissioner
Guy Kay, Commissioner
Brad Wagenknecht, Commissioner
Kevin Block, Alt. Commissioner
Brian Kelly, Alt. Commissioner
Mark Luce, Alt. Commissioner
Daniel Schwarz, Executive Officer
Jacqueline Gong, Commission Counsel
Keene Simonds, Analyst
Kathy Mabry, Commission Secretary

1. CALL TO ORDER; ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

Minutes of October 3, 2005

4. PUBLIC COMMENT

In this time period, anyone may comment to the Commission regarding any subject over which the Commission has jurisdiction, or request consideration to place an item on a future Agenda. No comments will be allowed involving any subject matter that is scheduled for hearing or discussion as part of this Agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Commission as a result of any item presented at this time.

5. CONSENT CALENDAR

Staff recommends approval of all items on the consent calendar. Proposed changes of organization or reorganization appearing on the consent calendar meet the provisions of applicable sections of the California Government Code that allow the Commission to waive subsequent protest and election proceedings.

a) ADOPTION OF POLICY: Procedure for Appointment of Public and Alternate Public Member

The Commission will consider approving a procedure for the appointment of its public and alternate public member.

b) ADOPTION OF MISSION STATEMENT

The Commission will consider adoption of a mission statement for the agency.

c) Adoption of Calendar for January 2006 to July 2006

The Commission will consider scheduling regular meetings for February 6, April 3, and June 5.

d) Establishment of Automobile Allowance for Executive Officer

The Commission will consider approving an automobile allowance for the Executive Officer as provided under the County of Napa Management Plan for Management Non-Classified (Other) Employees, directing the LAFCO Counsel to pursue the establishment of the allowance in accordance with County policies and procedures, and authorizing the budget transfer of funds for this allowance.

e) 2006 Performance Evaluation Direct Contribution for Management Personnel to County of Napa 401(a) Retirement Savings Plan

The Commission will consider approving a direct contribution for 2006 to the County of Napa 401(a) Retirement Savings Plan for LAFCO management personnel (1 employee – Executive Officer).

f) Big Ranch Road No. 3 District Annexation to the Napa Sanitation District (Action)

The Commission will consider a resolution approving annexation of approximately 1.9 acres of incorporated territory to the Napa Sanitation District. The subject territory is comprised of one parcel and a right-of-way portion of Big Ranch Road in the City of Napa. The annexation is intended to facilitate a proposed development project to subdivide the subject parcel into eight single-family residential lots. This project has been approved by the City of Napa and is referred to as the "Brown Subdivision." The proposal has 100% consent of property owners. (APN: 038-170-005)

g) Solano Avenue No. 7 District Annexation to the Napa Sanitation District (Action)

The Commission will consider a resolution approving annexation of approximately 1.9 acres of incorporated territory to the Napa Sanitation District. The subject territory is comprised of one parcel and a right-of-way portion of Solano Avenue in the City of Napa. The annexation is intended to facilitate a proposed development project to construct a 44-unit apartment complex. This project, which also involves a lot-line adjustment with an adjacent parcel, has been approved by the City of Napa and is referred to as the "Hawthorne Village Apartments – Phase II." The proposal has 100% consent of property owners. (APN: 007-240-008)

CONSENT CALENDAR – CONT.

h) Jefferson Street No. 6 District Annexation to the Napa Sanitation District (Action)

The Commission will consider a resolution approving annexation of approximately 0.94 acres of incorporated territory to the Napa Sanitation District. The subject territory is comprised of one parcel and a right-of-way portion of Jefferson Street in the City of Napa. The annexation is intended to facilitate a proposed development project to subdivide the subject parcel into five single-family residential lots. This project, which also involves the subdivision and development of three additional single-family residences on an adjacent parcel, has been approved by the City of Napa and is referred to as the “Napa Valley 8 Subdivision.” The proposal has 100% consent of property owners. (APN: 038-070-005)

6. PUBLIC HEARING

NONE

7. COMMISSION ACTION ITEMS

a) Appointment of Public Member in 2006 – Procedural Direction

Pursuant to its *Policies Regarding the Positions of Public Member and Alternate Public Member*, the Commission will provide the Executive Officer direction with respect to a hearing date and advertising procedures for the 2006 appointment to fill a new term of the representative of the general public.

b) Appointment of FY06-07 Budget Committee (no supporting documentation)

The Commission’s *Policy on the Preparation of the LAFCO Budget* calls for LAFCO to appoint two members to serve as the budget committee and assist in the preparation of the next fiscal year budget. The FY05-06 Budget Committee consisted of Commissioners Kay and Wagenknecht.

8. COMMISSION DISCUSSION

a) Napa Sanitation District Sphere of Influence Update: Preliminary Report

The Commission will receive a preliminary report on the criteria established by staff for the evaluation of the sphere of influence of the Napa Sanitation District. No substantive actions are proposed.

b) LAFCO Studies: Service Reviews, Sphere of Influence Updates, and Governance Studies

The Commission will receive an oral report about the schedule for various studies being conducted by staff, most notably its study of providers of fire prevention and protection services and its study of sanitation/wastewater treatment providers.

9. CLOSED SESSION

NONE

10. INFORMATION ITEMS

Information items are provided for the Commission to receive and file. The Commission may choose to discuss individual items or to receive and file the entire calendar.

a) SB 135: CSD Law Rewrite

The Commission will review a letter from Senator Christine Kehoe about SB 135, the CSD law rewrite that becomes effective on January 1, 2006.

b) Commission Terms Ending May 2006 (no supporting documentation)

The Commission and interested parties are advised that the terms of the following commissioners end May 2006: Bill Dodd (appointment by Board of Supervisors) and Guy Kay (appointment by LAFCO).

c) Chair and Vice-chair Beginning January 1, 2006 (no supporting documentation)

The Commission and interested parties are advised that pursuant to *Policy For the Appointment of Chair and Vice-Chair*, on January 1, 2006 Commissioner Bill Dodd shall begin a one-year term as chair and Commissioner Dr. Andrew Alexander shall begin a one-year term as vice-chair.

d) Circle Oaks County Water District: Summary Update

The Commission will receive a written summary update involving the recent activities of the Circle Oaks County Water District.

11. NEW BUSINESS/COMMISSIONER COMMENTS

12. ADJOURNMENT